

Acceptable Use Policy
(St. Michael's School Policy on Student and Staff Access to the Internet)

Policy: All electronic communications to, from, or within St. Michael's School shall reflect the Christian principles upon which the school is founded, in support of its educational goals.

Rationale: Internet access is now available to staff and students at St. Michael's School. We believe that the Internet offers vast, diverse and unique educational resources to our school community. Our goal, in providing this service to staff and students, is to promote educational excellence by facilitating communications, leading our community towards effective living in the global village.

The Internet is an electronic highway connecting thousands of computers all over the world. The staff has access to electronic mail. The staff and students have access to information from NASA and other library and research institutions, and to public domain and resources on many topics. Some of the material available is of doubtful educational value in the context of the school setting. St. Michael's School has taken reasonable and prudent precautions to restrict access to controversial materials. An adult supervisor will be present at all times during student use. However, on a global network, it is impossible to control all materials, and an industrious user may discover controversial information.

Staff and students will be instructed in the ethical use of electronic communications, as part of the regular curriculum. The use of the Internet is a privilege, not a right, and inappropriate use or violations of any of the following standards and provisions by a St. Michael's staff member, student, or assisting parent, will result in consequences, suspension, and/or legal action when activity is illegal. The signatures affixed to this document are legally binding, and indicate that those who signed them have read and understand the terms and conditions, and will abide by them. Parents may also elect to restrict their student from all use of the Internet.

The Principal will deem what is inappropriate use, and the decision is final. There is no appeal process. The Principal may close an account at any time. St. Michael's School, the Archdiocese of Indianapolis, and its cooperating agencies make no warranties of any kind, whether expressed or implied, for the service it is providing, and will not be responsible for any damages (including loss of data from delays, non-delivery, mis-deliveries, or service interruptions, for whatever cause, or accuracy of information received over the Internet). Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.

Currently there will be no charge for staff and student use of the Internet at the school site. However, this is subject to change within 24 hours notice. When the account is established, the user will be notified of his/her login name and user password.

STANDARDS OF BEHAVIOR FOR INTERNET USE

1. Support of education and research, consistent with the educational objectives of St. Michael's School.
 - No student accounts may be accessed off school premises. Other person's accounts may not be used. The account may be used only for school-related activities. Academic honesty requires proper citation of sources, including electronic sources.
 - Users are expected to abide by the generally accepted rules of network and interpersonal etiquette. Therefore, vulgarities, swearing, abusive language, and dishonesty are prohibited (for example, chain letters).
 - Security problems must be promptly reported to the supervising adult or teacher. Users may not demonstrate the problem to other users, or use others' accounts. Users will notify the teacher or supervising adult immediately if any individual is trying to contact him/her for illicit or suspicious activities.
 - Users shall not reveal their personal home address, phone number, or personal information about anyone else. This includes use of the Internet to purchase products. The user's personal identifier on any e-mail must use the school address only. If a student purchases any product using the Internet, the parent will be responsible for payment and the student will be excluded from using the computers while at school.
 - Vandalism will result in immediate cancellation of privileges and disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, making equipment or software alterations, and uploading or creating of computer viruses. The school assumes no responsibility for transmitting viruses or corruption of a system in the event a student should take software or data off school premises.

- Students may not create home pages or directories. Work will be published only under the direction of the supervising teacher.
 - Students may not access inappropriate web sites. Accidental access of such sites is to be reported to the supervising teacher. Deliberate access will result in cancellation of privileges and disciplinary action.
2. Transmission of any material in violation of and US or state regulation is prohibited. This includes but is not limited to, copyrighted material, threatening or obscene materials, or material protected by trade secret.
 3. Transmission of commercial information, advertising, or political lobbying is prohibited.
 4. Use of the account by anyone other than staff or students or authorized persons is prohibited. This includes spouses, parents, guardians, or other relatives.
 5. The contract at the end of this notice is to be signed by all parties concerned, and kept on file in the school offices, prior to any Internet usage.